

**WABASHA PORT AUTHORITY AND DEVELOPMENT AGENCY**  
**City of Wabasha**

Minutes of the January 18, 2011, meeting:

BOARD MEMBERS:	Jon Lineweaver	
	Marty Wilson	President
	Atty. Mark Jarstad	Treasurer
	Mayor Rollin Hall	
	Vicki Moore	
	Don Jacoby	
	Charles Bricher	Vice-President
STAFF:	David Schmidt	City Administrator
	Susan Schamaun	City Clerk

The Regular Meeting of the Wabasha Port Authority and Development Agency was held on Tuesday, January 18, 2011, at City Hall and was called to order by Marty Wilson at 4:02 pm.

Roll call found Charles Bricher, Marty Wilson, Attorney Mark Jarstad, Mayor Hall and Vicki Moore present. Jon Lineweaver and Don Jacoby were present via teleconferencing.

Port Authority directed David Schmidt to contact the League of MN Cities to find out if the Port Authority by-laws can be amended to allow members present via teleconferencing to vote on issues.

The November 23, 2010, Port Authority meeting minutes were discussed. **Charles Bricher and Attorney Mark Jarstad moved to approve the November 23, 2010 minutes. The motion was adopted unanimously.**

The November 30, 2010 and December 31, 2010, Treasurer's Report was brought forward. **Mayor Hall and Attorney Mark Jarstad moved to receive and file the November 30, 2010, and December, 31, 2010, Treasurer's Report. The motion was adopted unanimously.**

The following bills were brought forward:

- 1) Patty Heraty – Capital Campaign Adm. Fee - \$49.50
- 2) First State Insurance - \$375.00 – Bond Insurance

**After discussion, Mayor Hall and Attorney Mark Jarstad moved to approve the bills as presented. The motion was adopted unanimously.**

Marty Wilson introduced and welcomed Ms. Vicki Moore to the Port Authority.

**Election of Officers:**

**The following slate of officers was brought forward:**

- **Jon Lineweaver and Attorney Jarstad nominated Marty Wilson for President**
- **Attorney Jarstad and Mayor Hall nominated Charles Bricher for Vice-President**
- **Jon Lineweaver and Mayor Hall nominated Attorney Jarstad as Treasurer**

**Adopted unanimously.**

**At 4:40 pm Charles Bricher and Attorney Jarstad moved to go into Closed Session to discuss possible litigation in reference to LHB, Inc. for HVAC issues at the National Eagle Center. Adopted unanimously.**

**At 4:48 pm, Mayor Hall and Charles Bricher moved to come out of Closed Session. Adopted unanimously.**

**Attorney Jarstad and Charles Bricher moved to authorize the negotiating team of Jon Lineweaver, Don Jacoby and Attorney Jarstad to negotiate on behalf of the Port Authority in reference to LHB, Inc. for HVAC issues at the National Eagle Center as directed by the Port Authority Closed Session. Adopted unanimously.**

**National Eagle Center Capital Campaign Update:** Don Jacoby stated after reviewing the Capital Campaign financials, he would recommend the Port Authority pay the City of Wabasha \$50,000.00 towards the NEC loan.

**After discussion, Charles Bricher and Attorney Jarstad moved to authorize payment to the City of Wabasha in the amount of \$50,000.00 from the Capital Campaign Fund towards the NEC loan. Adopted unanimously.**

Port Authority discussed Steve Scott's tenure as a Port Authority member and his role of presidency for two years and it was decided to purchase a thank you gift.

**Miscellaneous Discussion:** Marty Wilson reported he spoke with Blaine Marcou and when he has something to report on the hotel project, he will come to a Port Authority meeting.

It was also reported the Vinifera Restaurant has closed.

**Goal Setting 2011:** After materials were distributed, Port Authority Goals and Priorities were brought forward. Molly Patterson-Lundgren, City Planner, stated the Planning Commission has discussed the Comprehensive Plan and stated they will make determinations of changes based on the new census data that will be released sometime this spring.

The following goals and priorities were brought up as future issues to be discussed:

- Sustaining downtown businesses
- Wabasha Business Park – Hwy 61 Corridor
- Filling the pit – possibly start in 2013 – Army Corps. of Eng.
- Visiting Businesses
- Building better relationship with Chamber of Commerce

Molly stated the Chamber is going to start having After Hours meetings in the near future. Molly was directed to send Port Authority members reminders about the After Hours meetings.

David Schmidt stated he would e-mail the Goals and Priorities to all PA members and have each member rank them and e-mail back to David so he can compile the results and brought back to the next meeting.

At 5:17 pm, Jon Lineweaver left the meeting.

Coffee with Businesses as discussed. It was determined to have the first visit with Anita Schuth at the Flea Market in the Industrial Park followed by possibly the Powder Coat Company. David stated he spoke with the owner and he is interested in coming to a Port Authority meeting to talk about his company.

**Community Foundation:** Don Jacoby stated he felt before the Port Authority starts working on a Community Foundation and asking people to fund this type of endeavor, two things need to happen with the first being the National Eagle Center should be paid off and the second is to get the Anderson House project done.

Mayor Hall and Charles Bricher moved to adjourn at 5:37 p.m. Adopted unanimously.

Respectively Submitted:

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Susan Schamaun, City Clerk

Date Approved:

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